



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Council on Students Affairs
Approved Open Session Minutes

Thursday, September 09, 2021
Zoom Virtual Meeting
4:00 PM - 6:00 PM

ATTENDEES:

Steven Dew, Chair
Ghalia Aamer
Chiara Concini
André Costopoulos
Maddie Dempsey
Devin Doherty
Anastasia Elias
Anas Fassih
Keith King

Mohit Kumar
Rowan Ley
Maggie Lin
Melissa Padfield
Chanpreet Singh
Alan Underhill
Adrian Wattamaniuk
Non-Voting:
Kate Peters

REGRETS

Brad Hamdon
Kathy Haddakar
Jesse Lafontaine

OPENING SESSION

The Chair began with a territorial acknowledgement:

The University of Alberta resides on Treaty 6 territory and the homeland of the Métis.

This territory is a traditional gathering place for diverse Indigenous peoples whose histories, languages and cultures continue to influence our community.

To acknowledge the territory is to recognize the longer history of these lands.

The acknowledgement signifies our commitment to working in Good Relations with First Nations, Métis and Inuit peoples as we engage in our institutional work, uplifting the whole people, for the University for Tomorrow.

The Chair then began with a round table of introductions.

1 Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and CoSA Chair

Motion: Underhill/Wattamaniuk

THAT the Council on Student Affairs approve the Open Session agenda of September 9, 2021.

CARRIED.

2. Approval of the open session minutes of March 18, 2021

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and CoSA Chair

Motion: Padfield/Elias

THAT the Council on Student Affairs (COSA) approve the Open Session Minutes of March 18, 2021.

CARRIED.

3. Comments from the Chair (no documents)

- Return to Campus - Exceptional Tuition Increases - Remote Learning Taskforce

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and CoSA Chair

Discussion:

In his opening remarks, the Chair noted that he was pleased with the return to Campus and acknowledged the presence of additional measures and regulations. He noted that this would be discussed later in the agenda and urged caution given the complexity of the situation, the size of the University, and the emerging changes to public health regulation as the fourth wave is developing in the province.

The Chair also briefed the committee on the proposals for exceptional tuition increases (ETI) on academic programs. He noted that the Minister only accepts these proposals on an exceptional basis and briefed the committee on consultation plans. The Chair explained that there was no formal role for this committee in the approval of ETI, and that he wanted to inform them.

The Provost also spoke at a high level about forthcoming proposals for GFC including the development of a Growth Strategy. He noted that the proposal would come back to COSA for feedback and guidance concerning the perspectives of students recognizing there may be some strategy for reaching students in non-traditional ways especially those who may not normally be able to attend university. The Chair also explained that balancing the budget in the face of cuts to the Campus Alberta Grant will continue to be a challenge and that academic and administrative restructuring is ongoing. This is leading to a much more centralised format of services that would continue to be a topic of interest for COSA.

Committee Orientation (no documents)

Presenter(s): Kate Peters, GFC Secretary and Manager, GFC Services, University Governance

Discussion: The GFC Secretary provided a committee orientation which focused on the mandate of CoSA, its history, and its role in General Faculties Council.

Committee members discussed the authority of CoSA, its role in providing considered input on proposals coming forward to GFC, and the language set out in the *Post Secondary Learning Act (PSLA)*. They raised questions about the possibility of reviewing the delegated authority and received an answer that all terms of reference will be reviewed on a three-year cycle.

In addition, members discussed the GFC Meeting Procedural Rules under revision and asked whether *Robert's Rules* was used in GFC. The Chair and the GFC Secretary explained that GFC has chosen to have its own rules and that CoSA follows the Meeting procedural rules.

ACTION ITEMS

4. Election of a Vice-Chair (no documents)

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and CoSA Chair

Discussion: The Chair noted that at the first of every GFC Standing Committee, members were asked to elect a Vice-Chair. The CoSA terms of reference state that the Vice-Chair shall be selected from among the A1.1 Faculty

Members serving on the committee and that the two of them had been approached in advance of the meeting. It was announced the Anastasia Elias had agreed to let her name stand and that she would be elected by acclamation unless there was any opposition.

Members congratulated Dr Elias and thanked her for agreeing to take on the role.

DISCUSSION ITEMS

6 COVID Update (no documents)

Presenter(s): Melissa Padfield; Vice-Provost and Registrar, Office of the Registrar; John Nychka, Vice-Provost (Learning Initiatives) and Chair GFC Committee on the Learning Environment (CLE), Andre Costopoulos, Vice-Provost and Dean of Students, Office of Dean of Students (Student Services)

Discussion: The Chair noted the significant work to prepare for the Fall 2021 Return to Campus and asked the Vice-Provost and University Registrar to speak to the services and measures that had been put in place.

The Registrar spoke to course format and explained that about 80% of courses are being offered online. There are also hybrid options and she explained that touchdown spaces have been created so that students can safely work on campus in both course formats.

The Vice-Provost and Dean of Students noted that student services were available both in person and online. He spoke to the efforts to manage density and to integrate learnings from efficiencies found in service delivery over the past 18 months.

Vice-Provost (Learning Initiatives) John Nychka spoke to the work of the Remote Learning Taskforce and explained that the committee had looked into the synchronous delivery of lectures, the use of participation grades, and online proctoring. He explained the different tools and guidelines developed to support instructors in their course development. He concluded that situation continues to evolve and that accessibility for students must remain a priority, even if pandemic conditions persist.

Members asked questions and discussed:

- Implementation of measures for remote proctoring requirements for decanal approval.
- Accommodation resources and services and exam accommodation. The Dean of Students provided some details on the implementation of these measures and the commitment to continuing to accommodate students who need accommodation.
- Requirements for remotely proctored exams and the practice of students switching to online sections to access online exams as opposed to writing the exam in person.
- Universal design principles to help to ensure student accommodation needs are met and the creation of a new team to support this work.
- The University's responsibility to accommodate students in cases where there is a duty to accommodate.

7. Residence Community Standards Policy

Materials before members are contained in the official meeting file.

Presenter(s): Janice Johnson, Assistant Dean of Students, Residences; Alison Exner, Supervisor, Residence Life- Community Support

Discussion: The Presenters noted the evolution in the policies and described the consultation process. Substantive changes include the move from the GFC Policy Manual into a UAPPOL policy format, new language to support a smooth and supportive process for harmed parties, and process changes to minimize punitive approaches.

Members asked about the confidentiality agreement and if it would limit students' ability to seek counsel. The presenters explained the confidentiality agreement is intended to protect students involved in formal processes and that they can always speak with an Ombuds or counselor. They also noted that the agreement is only used if the process moves into a restorative justice process.

Members asked if making a complaint under this process has an impact on their ability to make a formal complaint under the Code of Student Behaviour. The presenters clarified that the process is voluntary and that if students are not happy with their outcomes, there are still other alternatives.

Members asked about the training of navigators and how Indigenous peoples knowledge and practices would be integrated into their work. The presenters explained there was ongoing training that has been modified to adjust to the remote environment. They also indicated that Indigenous students involved in issues benefit from the support of First Peoples House who are there to guide the application of the processes for everyone involved.

8. Deletion of Section 65.3 (University of Alberta Student Housing Policy) from the GFC Policy Manual

Presenter(s): Katherine Husing, Associate Vice President Ancillary Services

Discussion: Ms Husing noted that this proposal had come to COSA before Ms Padfield, and Mr Sharman to provide an update regarding COVID-19 implications and Fall Term 2021 planning.

Members asked about the format of the proposal and that the motion was worded to give COSA decision making power over the proposal. The Secretary noted an error in the materials which indicated that COSA would recommend on the decision. Members expressed support for the proposal moving forward.

9. Teaching, Learning and Evaluation Policy

Presenter(s): Wendy Rodgers, Deputy Provost, John Nychka, Vice-Provost (Learning Initiatives) and Chair of GFC CLE

Discussion: The Presenters noted that there was a desire to move the GFC Policy Section 111 into a new format and that this was also related to a broader question of the teaching and learning ecosystem. The focus of many of the consultations has been how student feedback is collected and used to enhance teaching, and how feedback is used to inform the multifaceted evaluation of teaching and learning. T

COSA members asked questions and provided feedback including, but not limited to:

- The impact of student feedback on instructor mental health and mechanisms for redress in cases where student feedback is harmful to instructors. Specifically, where the code of conduct might apply.
- How these mechanisms might be applied to teaching assistants and how they can access and use the information;
- Whether free comment sections were valuable and how students might use them to convey parts of the course they appreciated.
- The need for carefully articulated questions that lead to good data
- The possibility of reminding students how feedback is used and the value for instructors to improve teaching and learning.
- The need to consult with First Peoples House and the Landing to access Indigenous and Queer instructors.
- The unique situation of graduate students who are teaching and practices of engaging TAs in collection of feedback.
- The need to provide guidelines for collection of student feedback and ensure questions about the learning experience not the instructor.

10. Updates (no documents)

11. A. Students' Union

Presenter(s): Rowan Ley, University of Alberta Students' Union

Discussion: Mr Ley reported on the following initiatives within the UASU purview:

- Creation of a credit non-credit grading notation;
- The accessibility services available for students, especially international students who may not have arrived on time;
- The needs of student who have been required to self-isolate because of an exposure to COVID-19
- The need to provide safe spaces for events on Campus balanced with the need to respect evaluating PHR.
- The need for childcare spaces on campus.

12. B. Graduate Students' Association

Presenter(s): Anas Fassih, President, Graduate Students' Association

13. Question Period

INFORMATION REPORTS

14. Information Items Forwarded to Committee Members Between Meetings

CLOSING SESSION

15. Adjournment

- Next meeting: November 4, 2021
- Next meeting of GFC: September 20, 2021

Presenter(s):

Steven Dew	Provost and Vice-President (Academic), Office of the Provost and Vice-President (Academic)
Rowan Ley	President, UA Students' Union, Students' Union, University of Alberta
Anas Fassih	President, Graduate Students' Association, University of Alberta
Helen Vallianatos	Associate Dean of Students, Office of Dean of Students (Student Services)
Melissa Padfield	Vice-Provost and Registrar, Office of the Registrar
John Nychka	Vice-Provost (Learning Initiatives), Chair GFC Committee on the Learning Environment, Office of the Provost and Vice-President (Academic)
Janice Johnson	Assistant Dean (Residence Life and Education), Office of the Dean of Students (Student Services)
Kate Peters	GFC Secretary and Manager, GFC Services, University Governance
Katherine Huising	Associate Vice President Ancillary Services
Wendy Rodgers	Deputy Provost, Office of the Provost and Vice-President (Academic)