



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, October 07, 2013  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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### **ATTENDEES:**

#### Voting Members:

Martin Ferguson-Pell	Ex-Officio Chair (Delegate), President
Colin More	Ex-Officio Member, Graduate Students' Association Vice-President (Academic)
Dustin Chelen	Ex-Officio Member, Students' Union Vice-President (Academic)
Ada Ness	Ex-Officio Member (Delegate), Vice-Provost and University Registrar
Colleen Skidmore	Ex-Officio Member (Delegate), Provost and Vice-President (Academic)
Ed Blackburn	Elected Member, Academic Staff, Member of GFC
Kaori Kabata	Elected Member, Academic Staff, Member of GFC
Mirko van der Baan	Elected Member, Academic Staff, Member of GFC
Norma Nocente	Elected Member, Academic Staff, Member of GFC
Sean Robertson	Elected Member, Academic Staff, Member of GFC
Steve Patten	Elected Member, Academic Staff, Member of GFC
Wendy Rodgers	Elected Member, Academic Staff, Member of GFC

#### Presenter(s):

Walter Dixon	Associate Dean (Research), Faculty of Agricultural, Life and Environmental Sciences
Martin Ferguson-Pell	Acting Provost and Vice-President (Academic) and Acting Chair, GFC Executive Committee
Chris Hackett	Discipline Officer, Office of Student Judicial Affairs
Ada Ness	Associate Registrar (Enrolment Services), Office of the Registrar (and Delegate of the Vice-Provost and University Registrar)
Sarah Wolgemuth	Assistant Dean of Students – Residence Life, Offices of the Dean of Students and Residence Services

#### Staff:

Garry Bodnar, Director, General Faculties Council (GFC) Services and Secretary to GFC  
Marion Haggarty-France, University Secretary  
Andrea Patrick, Scribe

### **OPENING SESSION**

#### 1. Approval of the Agenda

Dr Ferguson-Pell reordered some of the Agenda items to accommodate guest presenters and noted that

there would an *in camera* session during the meeting.

Motion: Patten/Chelen

THAT the GFC Executive Committee approve the Agenda, as amended.

**CARRIED**

2. Approval of the Open Session Minutes of August 26, 2013

Materials before members are contained in the official meeting file.

*Discussion:*

A member enquired about the timeline of the draft report of the President's Academic Governance Task Force.

Motion: Rodgers/More

THAT the GFC Executive Committee approve the Minutes of August 26, 2013.

**CARRIED**

3. Comments from the Acting Chair

Dr Ferguson-Pell commented on a number of issues of interest to members. Two new members were introduced and welcomed to the meeting.

**ACTION ITEMS**

4. Amendment to Composition of Dean Selection/Review Committee for the Faculty of Agricultural, Life and Environmental Sciences

Materials before members are contained in the official meeting file.

*Presenters:* Martin Ferguson-Pell, Acting Provost and Vice-President (Academic) and Acting Chair, GFC Executive Committee; Walter Dixon, Associate Dean, Research, Faculty of Agricultural, Life and Environmental Sciences

*Purpose of the Proposal:* To amend UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), Faculty of Agricultural, Life and Environmental Sciences, of Review of Faculty Deans Procedure.

*Discussion:*

Dr Dixon briefed members on the purpose of the proposal, referencing primarily the reduction of the number of individuals in category (f) of the UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), Faculty of Agricultural, Life and Environmental Sciences, of the UAPPOL Review of Faculty Deans Procedure. He explained that the number of professional or community association representatives would be reduced from four to two.

Members expressed several comments and questions in relation to this proposal, including, but not limited to: the manner in which the members of this category would be selected and who would determine selection; clarification as to whether the changes reflect the need for an easier scheduling process in relation to drawing members together for meetings; and clarification as to whether the changes are editorial

or substantive. On the final point, the Acting Chair confirmed that he had determined the changes before members on this occasion were deemed to be substantive in nature.

Motion: Blackburn/Chelen

THAT the GFC Executive Committee, acting under delegated authority from the Board of Governors and the General Faculties Council, recommend to the Board of Governors Human Resources and Compensation Committee (BHRCC) the proposed changes to the composition of the Dean Selection/Review Committee for the Faculty of Agricultural, Life and Environmental Sciences (ALES), as submitted jointly by the Acting Provost and Vice-President (Academic) and the Faculty of ALES, to take effect upon final approval.

**CARRIED**

5. Residence Community Standards Policy Proposed Changes

Materials before members are contained in the official meeting file.

*Presenters:* Chris Hackett, Discipline Officer, Office of Student Judicial Affairs; Sarah Wolgemuth, Assistant Dean of Students – Residence Life, Offices of the Dean of Students and Residence Services

*Purpose of the Proposal:* To update the Residence Community Standards Policy to enact the recommendations of the Residence Community Standards Review Committee (RCSRC).

*Discussion:*

Mr Hackett reported that the 2013 RCSRC had recommended amendments to the existing Residence Community Standards Policy. He highlighted some of the key proposed changes, which included the elimination of the position of the Restorative Team Coordinator; the introduction of a mid-level meeting to the restorative justice process; to improve communication to ensure that students are well informed about this process; and to expand the definition of “minor incident.” He noted that several other changes within the proposal pertain to updates to titles and grammatical and spelling corrections.

During the ensuing discussion, members expressed several comments and questions in relation to this proposal, including, but not limited to: clarification with regard to several proposed changes within the document; clarification about comments expressed at the GFC Campus Law Review Committee (CLRC) regarding this proposal; and discussion surrounding the use and definition of the word “respondent,” as deployed in the proposal. On the final point, after some reflection, the proposers suggested an editorial amendment to the proposal to address the issue; members agreed that this could be viewed as a ‘friendly amendment’.

Motion: Skidmore/Rodgers

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the existing Residence Community Standards Policy, as submitted by the Offices of Residence Services and Student Judicial Affairs (OSJA) and as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

6. 2014 – 2015 Academic Schedule

Materials before members are contained in the official meeting file.

*Presenter:* Ada Ness, Associate Registrar (Enrolment Services), Office of the Registrar

*Purpose of the Proposal:* To provide deadline dates for the 2014 – 2015 Academic Year.

*Discussion:*

Ms Ness explained that that this proposal is presented annually for feedback and approval and that it is the culmination of extensive consultation across all of the University's campuses and with a large number of institutional stakeholders in relation to the formal establishment of deadline dates for the 2014-2015 academic year.

Members expressed several comments and questions regarding this item, including, but not limited to: a correction to a figure on page three (Hours of Instruction); and a suggestion to place Attachment 3 of the material before members on the Office of the Registrar's website to ensure that it is easily accessible.

Motion: Blackburn/Patten

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Academic Schedule for 2014 – 2015 (as submitted by the Vice-Provost and University Registrar and as set forth in Attachment 4) and, in doing so, empower the Registrar to make any editorial changes as needed as long as the changes do not have the force of policy, to be effective upon final approval.

**CARRIED**

7. Draft Agenda for the October 28, 2013 Meeting of General Faculties Council

Materials before members are contained in the official meeting file.

*Presenter:* Martin Ferguson-Pell

*Purpose of the Proposal:* To approve the agenda for the October 28, 2013 meeting of General Faculties Council.

*Discussion:*

Motion: Patten/Skidmore

Abstained: Chelen/More

THAT the GFC Executive Committee move to an *in camera* session.

**CARRIED**

Members engaged in a discussion *in camera*.

Motion: Skidmore/Chelen

THAT the GFC Executive Committee move *ex camera*.

**CARRIED**

Dr Ferguson-Pell suggested that the main area of focus for the next General Faculties Council (GFC) meeting could be an update on the University's budget, noting that the timing of this Council meeting coincides perfectly with the timeline of the development of the 2014-2015 budget. Members agreed to add this to the draft Agenda for Council's October 28, 2013 meeting.

Members noted several comments and questions in relation to this item, including, but not limited to: the exact placement of the budget item on the Agenda; a suggestion to include on the Agenda past-Provost's Fellow Dr Robin Everall's report on student mental health; a suggestion to include discussion regarding the Leadership Initiative; commentary that there should be a positive report of some kind included on the Agenda, that there needs to be ample time devoted to the discussion of larger issues, including the budget, and that there could be a concerted focus on positive news within the 'Comments from the Chair' portion of the meeting; and a recommendation to include the Office of Student Judicial Affairs (OSJA) 2012-2013 Annual Report and Statistics and the Annual Report of the Residence Community Standards Review Committee (RCSRC).

Dr Ferguson-Pell stated that he anticipated a number of larger issues being discussed by both the GFC Executive Committee and, in turn, GFC in November, 2013. These issues, he noted, included: an update/report on the Graduate Education review; an update/report on the Visioning Committee; an update/report on the Collegium Vocale; and, perhaps, an update/report on the Leadership Initiative. He stated that the Everall report could come to a future meeting of GFC, but he would prefer that it first be reviewed and discussed by Deans' Council.

Motion: Rodgers/Robertson

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the October 28, 2013 meeting of General Faculties Council (GFC).

**CARRIED**

## **DISCUSSION ITEMS**

### 8. Annual Report of the Residence Community Standards Review Committee (RCSRC)

Materials before members are contained in the official meeting file.

*Presenter:* Sarah Wolgemuth, Assistant Dean of Students – Residence Life, Offices of the Dean of Students and Residence Services

*Purpose of the Proposal:* To review the report on the second annual review of the Restorative Justice Program as per Section C.4 of the University of Alberta Residence Community Standards Policy.

*Discussion:*

Ms Wolgemuth provided members with a brief update regarding the contents of the Annual Report of the Residence Community Standards Review Committee (RCSRC), noting that this was the second required review of the University's Restorative Justice Program. She highlighted some of the recommendations from the report, including the introduction of a mid-level meeting in the restorative justice process and the removal of the position of Restorative Team Coordinator. She added that there have been positive outcomes, as outlined with the report, in relation to the investigation process and community resolutions.

Dr Ferguson-Pell thanked Ms Wolgemuth for presenting this report.

### 9. Office of Student Judicial Affairs 2012-2013 Annual Report and Statistics

Materials before members are contained in the official meeting file.

*Presenter:* Chris Hackett, Discipline Officer, Office of Student Judicial Affairs

*Purpose of the Proposal:* To provide the GFC Executive Committee with the annual report and statistics of the Office of Student Judicial Affairs (OSJA) for the 2012-2013 academic year.

*Discussion:*

Mr Hackett summarized the contents of the Office of Student Judicial Affairs (OSJA) 2012-2013 Annual Report and Statistics and noted that changes were made to the method of gathering statistics for this report in order to ensure consistency with the data contained within the Appeal Coordinator's annual report.

He highlighted some of the contents of the report including a decrease in cases in this reporting period; updates regarding academic and non-academic offences by gender; a detailed breakdown of charges for 2012-2013; alcohol- and drug-related offences; and some of the beneficial outcomes resulting from the University's Restorative Justice Program. He noted that recent projects related to hazing resources have drawn national attention and that other institutions have expressed a desire to mirror the programs established by the University of Alberta in this area.

Members expressed a few comments and questions in relation to this report, including, but not limited to: clarification about the definition of the word "exclusion" within the report; clarification about rules against sleeping in office space on campus; and clarification about the statistics surrounding charges of 'Breach of Rules External to the Code'.

10. Question Period

There were no questions.

**INFORMATION REPORTS**

11. Items Approved by the GFC Executive Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 3:40 pm.