



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, September 08, 2014
Room 2-31, South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Carl Amrhein	Chair (Delegate), President
Lisa Collins	Member, Vice-Provost and University Registrar
Duncan Elliott	Member, Academic Staff, Member of GFC
Kaori Kabata	Member, Academic Staff, Member of GFC
Navneet Khinda	Member (Delegate), Vice-President (Academic), Students' Union
Colin More	Member, Graduate Students' Association Vice-President (Academic)
Norma Nocente	Member, Academic Staff, Member of GFC
Steve Patten	Member, Academic Staff, Member of GFC
Fahim Rahman	Member, Undergraduate Student Representative, Member of GFC
Sean Robertson	Member, Academic Staff, Member of GFC
Wendy Rodgers	Member, Academic Staff, Member of GFC
Jonathan White	Member, Academic Staff, Member of GFC
Olive Yonge	Member (Delegate), Provost and Vice-President (Academic)

Presenter(s):

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee
Garry Bodnar	Director of General Faculties Council Services and Secretary to GFC
Chris Fukushima	Residence Area Coordinator, East Campus, Residence Services
Lise Gotell	Vice-Dean, Faculty of Arts
Ingrid Johnston	Associate Vice-President (Research)
Katharine Moore	Senior Administrative Officer, Office of the Vice-President (Research)
Brock Richardson	Acting Assistant Dean of Students – Residence Life, Residence Services
Indira Samarasekera	President and Chair, General Faculties Council
Catherine Swindlehurst	Director, Office of the President

Staff:

Garry Bodnar, Coordinator, GFC Executive Committee
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Discussion:

The Chair proposed that the Agenda be re-ordered to accommodate guest presenters' schedules.

Motion: Collins/Rodgers

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

CARRIED

2. Approval of the Open Session Minutes of June 16, 2014

Materials before members are contained in the official meeting file

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Motion: Rodgers/More

THAT the GFC Executive Committee approve the Minutes of June 16, 2014.

CARRIED

3. Comments from the Chair

The Chair welcomed new members of the Committee.

ACTION ITEMS

4. Rescission of GFC Policy Manual Section 120.7 and Deletion of Section 120.8 (University Community Relations/Subsections 7 and 8) – Proposal from the Office of the Vice-President (Research)

Materials before members are contained in the official meeting file.

Presenter(s): Ingrid Johnston, Associate Vice-President (Research); Katharine Moore, Senior Administrative Officer, Office of the Vice-President (Research)

Purpose of the Proposal: To rescind GFC Policy Manual Section 120, Subsection 7, and to delete Section 120, Subsection 8. The issues addressed in these sections are now covered by current University of Alberta Policies and Procedures On-Line (UAPPOL) policies and institutional documents.

Discussion:

Dr Johnston provided members with a brief synopsis of the proposal, adding that current policies set out in UAPPOL and other institutional documents now adequately address these issues and that Subsection 8, specifically, was just a place holder that is no longer needed or relevant.

Members provided a number of comments and questions in relation to this proposal, including, but not limited to: clarification regarding the difference between 'editorial' and 'urgent' changes; clarification surrounding the decision-making process around institutional policies and the manner in which these are considered outdated; clarification surrounding the difference between 'deletion' and 'rescission' of existing policies/procedures; and a comment that the sections within this proposal seem to be at odds with the current funding model.

Motion: Rodgers/Collins

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the rescission of Section 120.7 and deletion of Section 120.8 (University Community Relations)/Subsections 7 and 8) of the GFC Policy Manual, as submitted by the Office of the Vice-President (Research) and as set forth in Attachment 1, to take effect upon final approval.

CARRIED

5. Deletion of GFC Policy Manual Section 96.1 (Research Policies/General Statement/Subsections 5, 6, and 7) – Proposal from the Office of the Vice-President (Research)

Materials before members are contained in the official meeting file.

Presenter(s): Ingrid Johnston, Associate Vice-President (Research); Katharine Moore, Senior Administrative Officer, Office of the Vice-President (Research)

Purpose of the Proposal: To delete GFC Policy Manual Section 96.1, Subsections 5, 6 and 7. The issues addressed in these sections are now covered by current University of Alberta Policies and Procedures On-Line (UAPPOL) policies and institutional documents.

Discussion:

Dr Johnston reported to members that the proposed deletion of GFC Policy Manual Section 96.1, Subsections 5, 6 and 7, is appropriate and necessary as the issues are now addressed within current policies set out in UAPPOL and other institutional documents. She added that the proposal was drafted in consultation with the Faculty of Graduate Studies and Research (FGSR).

Motion: Patten/Kabata

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the deletion of Section 96.1 (Research Policies/General Statement)/Subsections 5, 6 and 7 of the GFC Policy Manual, as submitted by the Office of the Vice-President (Research) and as set forth in Attachment 1, to take effect upon final approval.

CARRIED

6. Deletion of GFC Policy Manual Section 116 (Trust Funds) – Proposal from the Offices of the Vice-President (Research), Vice-President (Advancement) and Vice-President (Finance and Administration)

Materials before members are contained in the official meeting file.

Presenter(s): Ingrid Johnston, Associate Vice-President (Research); Katharine Moore, Senior Administrative Officer, Office of the Vice-President (Research)

Purpose of the Proposal: Outdated policy will be rescinded/deleted, thereby aligning the University's practices with current University of Alberta Policies and Procedures On-Line (UAPPOL) policy that has superseded the policies set out in the GFC Policy Manual.

Discussion:

Dr Johnston explained that this proposal relates to the deletion of outdated policy, which is now adequately addressed within policies currently set out in UAPPOL).

Motion: More/Nocente

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the deletion of Section 116 (Trust Funds) of the GFC Policy Manual, as submitted by the Offices of the Vice-President (Research), Vice-President (Advancement), and Vice-President (Finance and Administration) and as set forth in Attachment 1, to take effect upon final approval.

CARRIED

7. Deletion of GFC Policy Manual 42 (Department Chairs, Chairs' Council, Department Council, Acting Chairs/Deans) – Proposal from University Governance

Materials before members are contained in the official meeting file.

Presenter: Garry Bodnar, Director of General Faculties Council Services and Secretary to GFC

Purpose of the Proposal: To facilitate the process of migrating material from the GFC Policy Manual into the University of Alberta Policies and Procedures On-Line (UAPPOL) system by reducing redundancy across institutional policy documents. Outdated policy will be rescinded/deleted, thereby aligning the University's practices with current UAPPOL policy that has superseded the policies set out in the GFC Policy Manual.

Discussion:

Mr Bodnar explained that Section 42 of the GFC Policy Manual is to be deleted as the issues addressed in this particular section are now covered by a number of current UAPPOL procedures or were simply informational in nature. He pointed out a minor correction within the proposal's accompanying Outline of Issue.

During the discussion in relation to this proposal, members expressed a number of comments and questions, including, but not limited to: clarification regarding the process of drafting new policies which may intersect with outdated existing policy and whether proposers automatically rescind/replace old policies at the same time that new policies (and/or procedures) are proposed.

Motion: Collins/Rahman

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the deletion of GFC Policy Manual 42 (Department Chairs, Chairs' Council, Department Council, Acting Chairs/Deans), as submitted by University Governance and set forth in Attachment 1, to take effect upon final approval.

CARRIED

8. Deletion of GFC Policy Manual 24 (Business Faculty) – Proposal from University Governance

Materials before members are contained in the official meeting file.

Presenter: Garry Bodnar, Director of General Faculties Council Services and Secretary to GFC

Purpose of the Proposal: To delete GFC Policy Manual Section 24. The issues addressed in this section are now covered by regulations set out in the University Calendar.

Discussion:

Mr Bodnar explained that the material in the GFC Policy Manual Section 24 is now contained within Section 23.5.3(2) of the University Calendar, which covers the Master of Business Administration (MBA) final exams for the evening classes, and, as a result, can be deleted outright. He noted, as well, that the

Master of Public Management Program (MPM), as the 'note' in this Policy Manual subsection states, is no longer offered by the University of Alberta.

Motion: More/Nocente

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the deletion of GFC Policy Manual 24 (Business Faculty), as submitted by University Governance and set forth in Attachment 1, to take effect upon final approval.

CARRIED

9. Faculty of Arts Selection and Reappointment/Review Procedures for Department Chairs and Directors of Interdisciplinary Programs

Materials before members are contained in the official meeting file.

Presenter: Lise Gotell, Vice-Dean, Faculty of Arts

Purpose of the Proposal: To update the Faculty of Arts' selection and reappointment/review procedures to align with relevant University of Alberta Policies and Procedures On-Line (UAPPOL) and GFC policies and procedures. Specifically, this proposal serves to update procedures regarding the composition of selection and review committees; election of selection and review committee members; solicitation of applications; collection of personal information according to provisions of the Provincial Freedom of Information and Protection of Privacy Act (FOIPPA); advertising; and interviewing.

Discussion:

Dr Gotell provided members with a summary of the proposal, noting that the Faculty of Arts had been working for some time on updating the Faculty of Arts Selection and Reappointment/Review Procedures for Department Chairs and Directors of Interdisciplinary Programs to ensure that they align with institutional policies and procedures and are current and consistent with existing practices.

Members provided a number of comments and questions in relation to this proposal, including, but not limited to: clarification on which portions of the document are being approved at today's meeting; commendation for the format of the presented material; clarification on the role of 'Director' in this context; expressions of support for the proposal; and a comment of concern with e-mail ballot usage.

Motion: Patten/Robertson

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council and the Board of Governors, a proposal submitted by the Faculty of Arts for (proposed) Selection or Reappointment/Review Procedures for Department Chairs and Directors of Interdisciplinary Programs as set forth in Attachment 1, to take effect upon final approval.

CARRIED

10. Draft Agenda for the September 22, 2014 Meeting of General Faculties Council (GFC) and Proposal from the President Regarding Revitalization of Discussion at GFC Meetings

Materials before members are contained in the official meeting file.

Presenter(s): Indira Samarasekera, President and Chair, General Faculties Council; Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee; Catherine Swindlehurst, Director, Office of the President

Purpose of the Proposal: To discuss a proposal from the President with regard to revitalizing discussion at meetings of GFC; and to approve the Agenda for the next GFC meeting to be held on Monday, September 22, 2014.

Discussion:

Dr Samarasekera introduced the topic of revitalizing debate at General Faculties Council (GFC) to members. She noted that the perceived lack of substantive debate at Council meetings seems to be a constant criticism of GFC and that members of the academy want more opportunity to discuss and debate ideas at Council meetings. She stated that 'Question Period', as currently structured, does not provide the forum for the engagement of members on stimulating issues. Dr Samarasekera provided a brief summary of her proposal (which was before members) to introduce a 30-minute structured debate period at future GFC meetings. She added that members of the GFC Executive Committee were being asked on this occasion to determine how this proposal unfolds. She commented that only large, academy-wide issues would be placed before GFC and that there would be individuals pre-determined to represent both sides on any issues before Council, possibly with a short written submission to accompany the GFC agenda so that members would have time to thoughtfully consider the topic prior to the discussion. Dr Samarasekera stated that she would like to see this trialed at the November, 2014 GFC meeting. She explained that topics would be constructive and lead to a robust and inclusive debate, rather than one-sided criticisms against particular GFC and/or University stakeholders; similarly, she envisioned that discussion/debate would not result in any Motions (as is consistent with the GFC procedures around the 'Discussion' section of the GFC agenda) but could result in items for administration to consider and bring back for further discussion at GFC.

During the ensuing discussion of this proposal, members expressed a number of comments and questions, including, but limited to: commentary that GFC's 'Question Period' is valuable as it allows for questioning on a range of topics and anyone on Council can participate; support for the idea, as presented, and support, as well, for continuing with 'Question Period'; that proposals from the Administration on a range of topics could be forwarded to GFC for discussion before they were 'polished'; concern that a discussion period could become mechanical in nature; concern with the technicalities of banning Motions during such debates; that the GFC Executive Committee should frame this idea carefully; that there could be an opportunity for well-organized two-sided presentations as part of these particular discussions; that such discussions could be flexibly scheduled, appearing on GFC agendas that could comfortably accommodate them; a suggestion to provide reports from different Vice-Presidents and allow questions about those reports at each GFC meeting; additional expressions of support for this proposal; clarification regarding the fate of 'Question Period'; and clarification surrounding time allocation at GFC.

The Chair proposed that the President apprise members of GFC on this proposal in her opening comments at the September 22, 2014 meeting of GFC.

The President thanked members for their consideration of her proposal and, at this point, excused herself from the meeting.

In relation to the September 22, 2014 GFC Agenda, the Chair proposed that a new item could be added as an update to the Administration's response to the Report of the Renaissance Committee and that this could be viewed as a 'trial' of a possible 'big' discussion item.

Members provided a number of comments and questions in relation the draft Agenda, including, but not limited to: clarification surrounding the method by which specific topics from the Report of the Renaissance Committee would be placed before members of GFC, given the large number of recommendations contained within that report; whether material on this issue would be available in time for the September, 2014 GFC meeting, along with the suggestion to direct members to existing material available online; clarification surrounding submitted questions to 'Question Period'; and clarification surrounding the absence of an October, 2014 meeting in the 2014-2015 GFC meeting schedule.

Mr Bodnar suggested that a smaller Working Group, comprising several members of the GFC Executive Committee, be created to possibly establish procedures surrounding the proposed discussion period. In response to this suggestion, several members volunteered to serve, including: Mr Colin More, Ms Lisa Collins, Professor Steve Patten, and Mr Fahim Rahman.

Motion: Collins/Robertson

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the September 22, 2014 meeting of General Faculties Council (GFC).

CARRIED

DISCUSSION ITEMS

11. Annual Conduct Statistics Report from Residence Services (September 1, 2013 – May 1, 2014)

Materials before members are contained in the official meeting file.

Presenter(s): Brock Richardson, Acting Assistant Dean of Students – Residence Life, Residence Services; Chris Fukushima, Residence Area Coordinator, East Campus, Residence Services

Purpose of the Proposal: To report on residence conduct statistics from September 1, 2013 to May 1, 2014.

Discussion:

Mr Fukushima provided members with key findings set out in the Annual Conduct Statistics Report from Residence Services and emphasized that the introduction of the Restorative Justice processes and mid-level meetings has resulted in an increased capacity to respond early and appropriately to residence conduct issues at the University of Alberta. He also noted that an increase of staff may have also been an important factor in this.

Members, during the discussion surrounding this report, expressed a number of comments and questions, including, but not limited to: clarification about the 'French Contract' deployed in the residence at Campus Saint-Jean and whether or not the students living in this facility support it; clarification surrounding biohazard violations; commendation to the team for the success of the Restorative Justice program and levels of participation in it; clarification about the model of Restorative Justice; and a request for an example of a common incident and the corresponding response from Residence staff.

12. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

14. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

15. Adjournment

The Chair adjourned the meeting at 3:25 pm.